



KNIGHTDALE PUBLIC SAFETY COMMITTEE MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

December 16, 2015

The Knightdale Public Safety Committee met at 6:00 p.m. in the Council Chamber Room of Town Hall.

PRESENT: Councilor Randy Young, Councilor Mark Swan

ABSENT: No one.

Staff Members Present: Fire Chief, Tim Guffey; Police Chief, Lawrence Capps

Meeting called to order by Councilor Young at 6:05pm.

ITEM I. APPROVAL OF MINUTES

Motion made by Councilor Swan to approve the minutes for November 18, 2015.

Motion seconded by Councilor Young and carried unanimously.

ITEM II. OLD BUSINESS

ITEM III. NEW BUSINESS

A. Police Department Report

1. Year-end Reports and Analyses

Chief Capps reminded the committee that the department's command staff would be preparing a series of year-end report and analyses of department functions. The committee was informed that many of the reports were driven by requirements to adhere to the professional standards associated with agency's accreditation status. The year-end reports will include the following:

Annual Analysis of Crime Trends	Annual Analysis of Biased Based Policing
Annual Cold Case Assessment	Annual Use of Force Analysis
Annual Vehicle Pursuit Analysis	Annual Analysis of Grievances
Annual Analysis of Complaints	Annual Specialized Assignments Review
Early Warning System Evaluation	
Review of Intelligence Processes and Procedures	
Review of Recruitment Plan and Selection Process	
Criminal Intelligence Process Analysis	
Crime Prevention Program and Community Involvement Evaluation	

2. Needs Assessment and Budget Outlook

Chief Capps informed the Committee that the department's command staff is preparing a comprehensive strategic plan aimed at addressing the agency's needs over the next 3-5 years. The plan will encompass an assessment of required personnel, equipment, and facilities, as well as crime and traffic trends that might impact the department's resources. The purpose of this plan is to provide PSC and the Council with as much information as possible to make appropriate budgetary decisions in the coming years.

B. Fire Department Report

1. New Firefighter Hired

Chief Guffey announced that he would be formally introducing the department's newest firefighter at tonight Council session. Firefighter Brandon Murray started with the Town as an Explorer in high school, and later served as a volunteer before being hired as a full-time firefighter. Murray outperformed several candidates who were competing for the position during a strenuous hiring process.


2. Overview of Fire Services Meeting with Wake County Fire Services, Wake County EMS, Town of Wendell and Town of Zebulon

Chief Guffey highlighted the points discussed during a recent meeting with other Wake County fire departments and fire service districts. The group met to discuss the locations of future fire stations throughout the county, and to determine where service district might intersect or overlap. The discussion emphasized station placement based on a need to meet certain ISO standards and allow for appropriate growth.

Chief Guffey reported that previous mapping studies had forecast where stations would likely need to be built in order to maintain an appropriate level of fire service and response. The overall goal of the discussion was to better understand where and how the respective municipalities intended to grow in terms of providing fire services.

ITEM IV. ADJOURNMENT

Motion was made by Councilor Swan to adjourn at 6:45pm. Motion seconded by Councilor Young and carried unanimously.



Councilor Randy Young, Public Safety Committee Chairman.



Clerk for Public Safety Committee